

ODP-0-110

28 JAN 1980

MEMORANDUM FOR: Chief, Information Management Staff,
DDO

FROM: Bruce T. Johnson
Director of Data Processing

SUBJECT: DDA Support to the CRAFT Project

1. This memorandum summarizes my understanding of the oral agreements made during the past week concerning DDA support to the DDO in the development of an accelerated program to provide ADP services to DO field stations. It also includes some of the fundamental questions which the various DDA offices believe need to be answered before they can begin to estimate what resources would be required to support such a program. (S)

2. The first, most pressing need to be met is the preparation of a concept paper which can be used to present to policymakers an outline of the program and preliminary estimates of the resources needed to bring it into being. Resource decisions must be made in the near future, so we cannot afford the time which it would take to complete a full-scale feasibility study. We need to identify the many implications for the DDO and the DDA in a major undertaking of this kind, then explore these implications only to the extent necessary to permit informed estimates about the resources necessary to satisfy each requirement. To help develop such a paper the DDA has agreed to provide the full-time services of knowledgeable officers from the Offices of Security, Logistics, Communications and Data Processing. These officers will spend the next several weeks with personnel from IMS on this initial task. (S)

008564
28 Jan 2000
A 995-2

~~SECRET~~

3. As we understand it, after the concept paper is completed a permanent Project Team will be established, headed by a Project Leader from IMS. I have conveyed to you Mr. Wortman's assurances of DDA support for this project, and his request that the team include, in positions of responsibility and authority, representatives of the Offices of Communications and Data Processing. The D/OC and I are looking at the GS-14 level for the appropriate officers to assign to the Project Team. (S)

4. With regard to the preliminary draft of "A Plan for Accelerating the Provision of ADP Support to DO Field Stations", we have found that the several DDA offices which reviewed the draft shared many of the same concerns. First and foremost, they found that it failed to establish clearly just what problem the planned program is intended to solve. Underlying their other questions was an apparent lack of certainty about what the paper itself was designed to accomplish. The following summarizes the other major questions raised during the review:

- a. What is to be the relationship between field record holdings and existing data bases at Headquarters?
- b. How were the cost estimates in the draft paper developed? What assumptions do they reflect? What alternatives exist?
- c. What information services do the end users need? When and how will their requirements be ascertained?
- d. On what do you base the conclusion that the near- and long-term systems are compatible?
- e. Will the intelligent terminal be used for station support activities? For property inventory records? Requisitions? Class B finance records? Other administrative records?
- f. The installation projections on pages 38 and 40 may pose serious manpower problems. Installation [REDACTED] in FY 81 and 82 is no small undertaking. There is concern about the lead time to staff up to these levels of effort.

25X1A

~~SECRET~~

SECRET

Approved For Release 2001/07/12 : CIA-RDP84-00933R000500140012-1

- g. What are the interface requirements for the links between the intelligent terminals and existing or planned communications facilities?
- h. Will the investment in Honeywell software be abandoned as we move from the near-term to the long-term program?
- i. Do we have enough information about the various stations' abilities to protect installed terminals from tampering or bugging? What kind of pre- and post- installation security survey program is foreseen?
- j. How do we ensure that equipment in transit is not vulnerable to tampering?
- k. What kinds of emergency destruction procedures are to be employed? Are adequate means currently available or is more research and development needed?
- l. Is sole source procurement planned? If so, we need much more documentation, including systems studies, to support this procurement process. 25X1A
- m. How do we square the need to reduce field holdings with the need to retain audit data to meet finance regulations?
- n. What kinds of training will be needed for operations and support personnel to permit them to use this new equipment effectively? (S)

5. The close collaboration of representatives of our two Directorates should facilitate the development of answers to these questions and to the others that will undoubtedly arise as the work on the concept paper progresses. (U)

/s/ Bruce T. Johnson

Bruce T. Johnson

cc: DDA D/OF
D/OC D/OTR
D/OS Special Support
D/OL Assistant, DDA.
DD/A/ODP
DD/P/ODP

Distribution:

Approved For Release 2001/07/12 : CIA-RDP84-00933R000500140012-1

SECRET

25X1A